

**RECORD OF PERFORMANCE QUALIFICATIONS
MST**

INSTRUCTIONS

Record of Performance Qualifications shall be completed for enlisted personnel of the Coast Guard as outlined in the Enlisted Performance Qualifications Manual, COMDTINST M1414.8 (series). As proficiency in each performance qualification is demonstrated by actually performing the task listed, the DATE and INITIALS column shall be completed. Personnel are required to demonstrate proficiency in all new performance qualifications assigned to their rating. Performance qualifications previously demonstrated, dated and initialed off will not be recertified. Some performance qualifications include intent statements to help clarify the requirements of the task that is to be performed.

RATING

MARINE SCIENCE TECHNICIAN (Effective for the MAY 2003 Active Duty and the OCT 2003 Reserve SWE)

ABBREVIATION

MST

DATE COMPLETED ALL PERFORMANCE QUALIFICATIONS FOR RATE LEVEL

E-4

E-5

E-6

E-7

E-8

E-9

NAME (Last, First, Middle Initial)

SOCIAL SECURITY NUMBER

SIGNATURE OF SUPERVISOR

[illegible]

REMARKS

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<p>A. WATERFRONT FACILITY IN COMPLIANCE WITH REGULATIONS</p> <p>4.01 PERFORM bulk liquid facility examination IAW 33 CFR 126.10, 154, 156, 158, and Marine Safety Manual, Vol II (Materiel Inspection), COMDTINST M16000.7 (series), section B, Chapters 6.C and 7.</p> <p>INTENT: The Petty Officer will identify, interpret and apply the standards and regulations of the applicable Code of Federal Regulations (CFR) to the type of bulk liquid facility being examined. The Petty Officer should be able to use all accepted practices to ensure compliance with the regulations including, but not limited to, immediate correction, Letter of warning, Notice of Violation. The Petty Officer will demonstrate the ability to recognize and verify during examination the various permits required to handle dangerous cargo. Upon completion of the examination, the Petty Officer must successfully communicate the results of the examination to the Facility representative.</p> <p>4.02 PERFORM designated waterfront facility examination IAW 33 CFR 126, 158, 49 CFR 171 – 179, Marine Safety Manual, Vol II (Materiel Inspection), COMDTINST M16000.7 (series), Section B, Chapter 7, and Marine Safety Manual, Vol. VI, Ports and Waterways Activities, COMDTINST M16000.11 (series), Chapter 1, Sections C & I.</p> <p>INTENT: The Petty Officer will identify, interpret and apply the standards and regulations of the applicable CFR to the type of Designated Waterfront facility being examined. The Petty Officer should be able to use any of the accepted practices to ensure compliance with the regulations including, but not limited to, immediate correction, Letter of warning, Notice of Violation. The Petty Officer will demonstrate the ability to recognize and verify during examination the various permits required to handle dangerous cargo. Upon completion of the examination, the Petty Officer must successfully communicate the results of the examination to the Facility representative.</p> <p>5.01 REVIEW facility file IAW Marine Safety Manual, Vol II (Materiel Inspection), COMDTINST M16000.7 (series), Section B, Chapter 7, Section D.</p> <p>INTENT: The Petty Officer will demonstrate a knowledge of what information is required to be in the facility file by correcting any discrepancies or omissions that are noted.</p> <p>6.01 EVALUATE facility Operations Manual for compliance with 33 CFR 154, Sub Part B IAW Marine Safety Manual, Vol II (Materiel Inspection), COMDTINST M16000.7 (series), Section B, Chapter 7, section D.</p>		
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<p>6.02 EVALUATE facility Response Plan for compliance with 33 CFR 154 Sub Part F, 40 CFR 112, and Volume IX - Marine Environmental Protection - Marine Safety Manual, COMDTINST M16000.14 (series), Chapter 4.</p> <p>7.01 EVALUATE response actions during an unannounced drill utilizing a facility's approved Response Plan, 33 CFR 154 Sub Part F, 40 CFR 112, and Volume IX - Marine Environmental Protection - Marine Safety Manual, COMDTINST M16000.14 (series), Chapter 4.</p> <p>B. CONTINGENCY PLANS READY FOR EXECUTION</p> <p>5.01 DEPLOY boom in the following configurations IAW the Manual of Practice for Protection and Cleanup of Shorelines, Vol. II (EPA 600/7-79-1876):</p> <ul style="list-style-type: none"> a. diversion b. containment c. exclusion <p>INTENT: Deploy boom during maintenance, drills, or actual response activities. The Petty Officer will demonstrate a familiarity with the appropriate parameters for using each of the above listed booming configurations and their limitations. The Petty officer will demonstrate a familiarity with the types of boom, parts of a boom and the equipment needed to deploy boom in various configurations.</p> <p>C. SAFE WATERWAYS</p> <p>4.01 PERFORM multi-mission patrols IAW Marine Safety Manual, Vol VI, Ports and Waterways, COMDTINST M16000.11 (series), Chapter 1.</p> <p>INTENT: The Petty Officer will demonstrate proficiency in identifying the various activities and special areas in the port environment. These include, but are not limited to:</p> <ul style="list-style-type: none"> a. Environmentally Sensitive Areas. b. Limited Access Areas. c. Anchorage Areas. d. Lightering or Bunkering operations. e. Bulk, Break-bulk and Container operations. <p>The Petty Officer will report all required activities to the Captain of the Port for follow-up investigation and will identify which activities require immediate actions.</p>		
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<p>7.01 DEVELOP a safety or security zone IAW 33 CFR 6, 165 Sub Parts C-D, Marine Safety Manual, Vol VI, Ports and Waterways, COMDTINST M16000.11 (series), Chapter 1.J, and Volume VII - Port Security - Marine Safety Manual, COMDTINST M16000.12 (series), Chapter 1.</p> <p>INTENT: The Petty Officer will demonstrate familiarity with the Notice of Proposed Rulemaking (NPRM) process. The Petty Officer will demonstrate knowledge of the difference between a safety zone and a security zone and which zone is appropriate for a given situation.</p> <p>8.01 COORDINATE a response exercise IAW Area Contingency Plan, 40 CFR 300, Sub Part C, and Volume IX - Marine Environmental Protection - Marine Safety Manual, COMDTINST M16000.14 (series), Chapter 4.</p> <p>8.02 UPDATE Area Contingency Plan IAW 40 CFR 109, 40 CFR 300, Sub Part C, and Volume IX - Marine Environmental Protection - Marine Safety Manual, COMDTINST M16000.14 (series), Chapter 4.</p> <p>D. POLLUTION INCIDENTS DISCOVERED</p> <p>4.01 PERFORM Phase I activities IAW 33 CFR 153 Sub Parts A-B, 40 CFR 110, 300 (Sub Part D), Marine Safety Manual, Vol VI, Ports and Waterways, COMDTINST M16000.11 (series), Chapter 1.B.3.b and 7.B.1, Volume IX – Marine Environmental Protection – Marine Safety Manual, COMDTINST 16000.14 (series), Chapter 5.</p> <p>a. Receive & process pollution report from a reporting source. b. Report initial observation of pollution incident from the field.</p> <p>INTENT: The Petty Officer will determine the various types of oil that could be spilled into the environment based on physical clues. Additionally, the petty officer will recognize clues leading to the identity of a hazardous material, i.e. Placards, labels, UN number, CAS registry number, etc. The Petty Officer will estimate the amount of material spilled or released into the environment. The Petty Officer will demonstrate an understanding of the inter-relationship between the USCG and EPA “On-Scene Coordinators” and determine which organization is the pre-designated OSC for an oil or hazardous materials incident. The Petty officer, demonstrating a knowledge of how Federal, State and Local Agencies interact with the Coast Guard, will determine who should be notified of a pollution incident.</p>		
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<p>E. SUCCESSFUL INVESTIGATION</p> <p>4.01 DETERMINE if an incident meets the requirements of a reportable marine casualty IAW 33 CFR 153 Sub Parts A-B, 40 CFR 110, 117, 46 CFR 4, and Marine Safety Manual, Vol V (Investigations), COMDTINST M16000.10 (series).</p> <p>4.02 PERFORM investigative activities to establish that the five elements of a pollution violation exist IAW Section 311 of the Clean Water Act, 40 CFR 110, 117, and Marine Safety Manual, Vol V (Investigations), COMDTINST M16000.10 (series), Chapter 5.B.3.d.</p> <p>INTENT: The Petty Officer should demonstrate the ability to prepare a written statement documenting the elements of a Clean Water Act violation.</p> <p>4.03 ISSUE Notice of Federal Interest (NOFI) IAW Marine Safety Manual, Vol VI, Ports and Waterways, COMDTINST M16000.11 (series), Chapter 7.B.3., Volume IX - Marine Environmental Protection - Marine Safety Manual, COMDTINST M16000.14 (series), Chapter 5.</p> <p>4.04 COLLECT samples IAW Oil Spill Sample Handling and Transmittal Guide, 5th Ed. (USCG Marine Safety Laboratory).</p> <p>INTENT: The Petty Officer will determine which types of samples should be collected and document, handle and transfer custody of oil spill samples as required.</p> <p>4.05 COLLECT the following IAW Marine Safety Manual, Vol V (Investigations), COMDTINST M16000.10 (series), Chapter 5:</p> <ul style="list-style-type: none"> a. Witness statements b. Physical evidence c. Photographs/video d. Other relevant documentation <p>INTENT: The Petty Officer understanding the rules of evidence as they pertain to investigations, will collect evidence demonstrating the proper documentation, handling and custody.</p>		
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<p>4.06 DETERMINE the cause of a pollution incident IAW Marine Safety Manual, Vol V (Investigations), COMDTINST M16000.10 (series), chapter 3, 46 CFR 4, 46 CFR Subchapter D, 33 CFR 151 thru 157.</p> <p>INTENT: The Petty Officer will determine if a pollution incident occurred due to a violation of applicable pollution prevention regulations. The Petty Officer will also determine other causal factors including but not limited to environmental conditions, personnel factors, or material condition of the vessel or facility.</p> <p>5.01 DEVELOP an incident-specific sampling plan using methods and strategies outlined in the Oil Spill Sample Handling and Transmittal Guide, 5th Ed. (USCG Marine Safety Laboratory).</p> <p>F. ENVIRONMENT IN SAME CONDITION BEFORE AND AFTER POLLUTION</p> <p>4.01 DEVELOP a response strategy for a pollution incident IAW 33 CFR 153, 40 CFR 300 Subpart D, 40 CFR 300 Appendix E.5, Manual of Practice for Protection and Cleanup of Shorelines, Vol. I & II (EPA 600/7-79-1876), and Shoreline Assessment Manual (NOAA HAZMAT Report No. 98-3)ADD NIOSH/ACGIH/CHRIS</p> <p>INTENT: The Petty Officer should demonstrate a working knowledge of the various reference resources available in determining the hazards of a spilled pollutant. The Petty Officer should demonstrate an understanding of physical and chemical properties of a material and apply these properties in determining an appropriate response. The Petty Officer should demonstrate knowledge of the four “routes of entry” of a hazardous material and the various means to protect personnel from these hazards. The Petty Officer will select the proper PPE for a response strategy.</p> <p>4.02 PERFORM survey of potentially impacted areas IAW Manual of Practice for Protection and Cleanup of Shorelines Vol. I (EPA 600/7-79-1876), Shoreline Assessment Manual (NOAA HAZMAT Report No. 98-3), and 40 CFR 300, Subpart D.</p> <p>4.03 PLOT the position of a marine incident on a nautical chart IAW American Practical Navigator vol. 1, NOAA Chart 1.</p>		
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<p>5.01 CONDUCT Phase II activities IAW 40 CFR 300 Subparts D & E, 40 CFR 300 Appendix E.5, and the Shoreline Assessment Manual (NOAA HAZMAT 98-3) and Manufacturers Technical Publications.</p> <p>INTENT: The Petty Officer will evaluate the following pollution incident response considerations: environmental sensitivity, economic and public impact, and select the appropriate recovery methods. Such methods may include but are not limited to mechanical, chemical, or biological means.</p> <p>5.02 SECURE a source of discharge or release IAW 40 CFR 300, Appendix E.2.2b.</p> <p>INTENT: To take direct action or coordinate appropriate agencies/parties in securing the source of an oil discharge or hazardous substance release. The Petty Officer will demonstrate a knowledge of the hazards associated with securing the source and what Personal Protective Equipment (PPE) may be required.</p> <p>5.03 FORECAST the trajectory of a floating pollutant over a period not less than eight hours using the vector addition method established in the Manual of Practice for Protection and Cleanup of Shorelines Vol. I, (EPA 600/7-79-1876)</p> <p>INTENT: The Petty Officer will gather wind, current, tidal data and other weather or environmental factors and apply these conditions to the forecast of the trajectory of the observed pollutant.</p> <p>5.04 CONDUCT response actions based on notification data obtained from a reporting source IAW 33 CFR 153 Subpart B, 40 CFR 110, 117, 300 (Subparts D, E, and Appendix E).</p> <p>6.01 DEVELOP a Site Safety Plan IAW 29 CFR 1910.120(b)(4) and Marine Safety Manual, Vol I (Administration & Management), COMDTINST M16000.6 (series), Chapter 10.</p> <p>6.02 DIRECT Phase III removal actions IAW 29 CFR 1910.120, 33 CFR 133-138, 33 CFR 153 Subpart C, 40 CFR 260 – 263, and 300.</p> <p>INTENT: The Petty Officer will evaluate the effectiveness of removal actions and make adjustments as necessary in response to changes in environmental conditions or operational requirements.</p>		
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<p>6.03 CONDUCT an incident brief using an ICS-201 Form IAW Incident Command System, COMDTINST 3120.14 (series) and the Incident Management Handbook, COMDTPUB P3120.17.</p> <p>6.04 PREPARE the following Phase III action documentation IAW National Pollution Fund Center User Guide, 40 CFR 262, Incident Command System, COMDTINST 3120.14 (series), and the Incident Management Handbook, COMDTPUB P3120.17.</p> <ul style="list-style-type: none"> a. Cost Documentation (CG-5136 Series) b. Incident Action Plan c. Hazardous Waste Manifest <p>7.01 CONDUCT exportable pollution response training designed to familiarize USCG Group, Station, and/or Air Station personnel with the jurisdictional, reporting and initial response requirements outlined in Marine Safety Manual, Vol VI, Ports and Waterways, COMDTINST M16000.11 (series), Chapter 7, and Safety and Occupational Health Training Requirements for Oil Spill Response Activities, COMDTINST 6260.31 (series).</p> <p>G. PROPERLY DOCUMENTED POLLUTION INCIDENT</p> <p>5.01 PROCESS pollution samples IAW Marine Safety Manual, Vol V (Investigations), COMDTINST M16000.10 (series), Chapter 5, Marine Safety Manual, Vol VI, Ports and Waterways, COMDTINST M16000.11 (series), Chapter 7, 49 CFR 171 – 176, and USCG Marine Safety Laboratory Oil Spill Sample Handling and Transmittal Guide.</p> <p>INTENT: Includes storage, transmittal and disposal.</p> <p>5.02 DRAFT pollution report (SITREP-POL) for transmittal IAW Marine Safety Manual, Vol VI, Ports and Waterways, COMDTINST M16000.11 (series), Chapter 7.</p> <p>7.01 DRAFT and submit a FOSC Final Financial Summary pursuant to completion of Phase IV actions IAW National Pollution Fund Center User Guide, Volume IX - Marine Environmental Protection - Marine Safety Manual, COMDTINST M16000.14 (series), Chapter 5, 33 CFR 133-138, and 40 CFR 300(NCP).</p> <ul style="list-style-type: none"> a. Safety Equipment b. Vessel Documents c. Cargo Operations 		
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<p>H. COMMERCIAL VESSEL IN COMPLIANCE WITH REGULATIONS</p> <p>4.01 PERFORM a Basic Examination on a foreign commercial vessel IAW Marine Safety Manual, Vol. II (Materiel Inspection), COMDTINST M16000.7 (series), 33 CFR 151, 155-158, 160, and 164, 46 CFR 30-40, 148, 150, 153, and 154, 49 CFR 171, 172, and 176, as applicable, to include:</p> <p>d. Navigation Safety e. Pollution Prevention</p> <p>6.01 PLAN the unit daily vessel boarding schedule IAW Marine Safety Manual, Vol II (Materiel Inspection), COMDTINST M16000.7 (series), Section D, Chapters 4 & 5.</p> <p>INTENT: The petty officer will schedule the appropriate vessel boardings based on analysis of information contained in the port state control boarding matrix and available resources.</p> <p>I. UNIT IN COMPLIANCE WITH SAFETY AND OCCUPATIONAL HEALTH INSTRUCTIONS</p> <p>6.01 SUPERVISE unit safety programs IAW Marine Safety Manual, Vol I (Administration & Management), COMDTINST M16000.6 (series), Chapter 10, Medical Manual, COMDTINST M6000.1 (series), Chapter 12, Safety and Environmental Health Manual, COMDTINST M5100.47 (series), Technical Guide: Practices for Respiratory Protection, COMDTINST M6260.2 (series), Hazard Communication for Workplace Materials, COMDTINST 6260.21 (series), and Implementation of the Benzene Occupational Exposure Standard, COMDTINST 6260.25 (series).</p> <p>J. ENFORCEMENT</p> <p>4.01 PREPARE the following IAW Marine Safety Manual, Vol I (Administration & Management), COMDTINST M16000.6 (series), Chapter 5, Civil Penalty Procedures and Administration, COMDTINST 16200.3 (series), and Marine Pollution Notice of Violation "Ticket" User's Guide, COMDTINST M5582.1 (series):</p> <p>a. Verbal/Written Warning b. Notice of Violation c. Report of Violation</p> <p>INTENT: All documentation required to support a given case should be completed including any Coast Guard forms, booklets, and MISLE products.</p>		
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<p>6.01 REPAIR the following IAW Marine Safety Manual, Vol VI, Ports and Waterways, COMDTINST M16000.11 (series), Chapter 1.</p> <p>a. Captain of the Port Order b. Administrative Order</p> <p>Definitions</p> <p>COLLECT: To gather or exact from a number of persons or sources a group of objects, documents, or a body of information.</p> <p>CONDUCT: higher level than perform, determines acceptable conditions and corrective actions.</p> <p>COORDINATE: To contact and utilize personnel resources from other agencies according to existing agreements.</p> <p>DEPLOY: To position, or arrange positioning of, response equipment resources for tactical use during field operations or exercises.</p> <p>DETERMINE: To settle or decide by choice of alternatives or possibilities. "Decide" refers to arriving at a conclusion and to pronounce that decision. "Determine" is to settle or decide by choice of alternatives or possibilities and to fix precisely.</p> <p>DEVELOP: Determine requirements from directives issued by competent authority, establish local requirements, and prepare directive for compliance.</p> <p>DIRECT: 1. To regulate activities, or courses of action, by guiding subordinate leaders or work groups toward the achievement of a particular objective.</p> <p>DRAFT: to produce the first version of a document for review.</p> <p>ENFORCE: Take action to ensure that the provisions of an order or regulation are carried out effectively.</p> <p>EVALUATE: Higher level than review; determine adequacy, identify strengths and weaknesses.</p> <p>FORECAST: To predict the outcome of a situation or the disposition of an object by accounting for the influence of quantifiable external factors relative to the inherent properties of the subject.</p>		
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<p>ISSUE: To serve legally binding federal documentation, notices, or declarations to an individual, business, or other distinctive entity, either suspected or proven to be in violation federal, state, or local statutes.</p> <p>PERFORM: To be able to fulfill basic requirements of a monitor, inspection, or investigation.</p> <p>PLAN: To formulate a systematic scheme or program of action in response to an actual or simulated emergency according to Coast Guard authority, jurisdiction, and mission requirements.</p> <p>PREPARE: Plan, gather, and assemble information to produce a document (i.e., forms and schedules.)</p> <p>PROCESS: To initiate a series of actions or operations leading to a particular end. Example: Process a Letter of Federal Assumption.</p> <p>REVIEW: To examine a document or process for accuracy in content and/or format and report errors or updates to the author or controlling authority.</p> <p>SUPERVISE: Higher than conduct, to direct the actions of several teams or functions.</p> <p>SURVEY: To examine a physical area, structure, or vessel and report conditions observed to supervisor and/or other cognizant authorities.</p> <p>UPDATE: Change existing information and records to accurately align them with correct or most recent data.</p>		
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